



Department of Pesticide Regulation



Mary-Ann Warmerdam
Director

Arnold Schwarzenegger
Governor

July 21, 2010

PML 10-02

TO: County Agricultural Commissioners

SUBJECT: FLAT CARD LICENSES AND COUNTY REGISTRATION

Introduction

This memorandum is written to inform County Agricultural Commissioners (CACs) and Deputy CACs about the transition that will soon take place in the production of cards for individual commercial applicators, certificate holders and pest control adviser licenses. Also, a draft reproduction template that could be used by the Counties during registration is enclosed. The Department of Pesticide Regulation (DPR) encourages the use of the draft reproduction template during a trial period before the format of new County registration forms are finalized and incorporated into regulation.

Transition to Flat Cards

Currently, DPR produces cards for license and certificate holders that have raised letters and numbers, known as embossing. Over time, the maintenance difficulties and costs associated with embossed card production have increased. Other difficulties, such as loss of color on the license information, or compression of the raised letters have been reported. Therefore, DPR researched alternatives and determined that 'flat card' technology is the best approach. The transition from embossed to flat cards has been discussed previously with the Counties in the form of CAC Newsletters, Monthly Reports, and at various Deputy CAC meetings and CACASA Committee meetings. DPR staff has also worked with some of the Deputy CACs to develop an approach that will facilitate the County registration process using flat cards. It is anticipated that DPR will convert to the production of flat cards in August 2010.

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**Flat card
technology**

The CP80 card printers from Capture Technology have been purchased, received installed, and DPR is currently working with card design and synchronizing the equipment with the licensing software. Printed flat cards will include a protective laminate that is intended to eliminate the problem of loss of color that had occurred with the embossed cards. The production of the flat cards will also include a unique bar code for every licensee that could be used in the future by DPR, County Agricultural Commissioner's staff and continuing education course sponsors to record data on the individual licensee. However, the ability to read the bar code is optional, as all the pertinent information is also printed just as it had been on the embossed cards.

**Suggested
County
registration
procedures**

In the absence of a bar code reader, reproductions of the flat card can be done using a photocopy machine, including those that are needed by Counties during registration. Photo copies of the flat card can be shared with other Counties as a replacement of the pressure-sensitive copies used with embossed cards. For County registrations, the existing pressure-sensitive registration form and the new individual's card can be placed on top of any 8.5x11" paper, and all necessary copies can be made. Some CAC Deputies have suggested that this would be an opportunity to incorporate space for additional information that they need with each applicant's registration. With that in mind, the enclosed draft 8.5x11" card reproduction template has been developed. This is how the use of this reproduction template could work:

1. The current registration form can be placed on the template area identified as 'County Registration Form copy area'
2. The new card can be placed on the template area identified as 'card copy area'.
3. Any County seal imprints can still be placed in the identified space on the registration form.
4. The whole page can be photocopied for as many reproductions as are necessary.

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**Comments
requested**

Your comments and suggestions for modifications to the reproduction template are requested by 16 September, 2010. When DPR has received your comments, the County registration forms can be finalized and incorporated into regulation, as required by the Office of Administrative Law.

**Contact
information**

If you have any questions or suggestions for finalized County registration forms, please contact Ms. Margie Read, of my staff, at (916) 445-1707, or at <mread@cdpr.ca.gov>.

Sincerely,

Original signed by

David Duncan, Chief
Pest Management and Licensing Branch
(916) 445-3870

Enclosure

cc: Dr. Nan Gorder, Chief, Enforcement Branch (w/Enclosures)
Mr. Tom Babb, Agricultural Commissioner Liaison (w/Enclosures)
Ms. Margie Read, DPR Program Manager (w/Enclosures)

DRAFT FOR COMMENT

REPRODUCTION TEMPLATE

County Registration
Form copy Here
(eg: PR-PML-009, PR-PML-059...)

Card copy here

OTHER INFORMATION AS NEEDED

Licensee Information:

Emergency Contact Phone No.:

Employer:

Street Address

City

Zip Code

Telephone

Valid Medical Certificate?
(for pilots only)

☐

Yes

☐

No

PEST CONTROL BUSINESS COUNTY REGISTRATION

PR-PML-059 (REV. 3/02)

STATE OF CALIFORNIA
DEPARTMENT OF PESTICIDE REGULATION
PEST MANAGEMENT AND LICENSING BRANCH

CARD IMPRINT AREA (ATTACH COPY OF PEST CONTROL BUSINESS LICENSE)	REGISTRATION EXPIRATION DATE: DECEMBER 31, _____ (YEAR)		
	FOR REGISTRATION IN COUNTY OF: _____		BUSINESS LOCATION <input type="checkbox"/> MAIN <input type="checkbox"/> BRANCH
	BUSINESS NAME _____		BUSINESS LICENSE NO. _____
	ADDRESS _____		
	CITY _____		ZIP CODE _____
REGISTRATION FEE RECEIVED \$ _____	TELEPHONE NUMBER _____		
	QUALIFIED APPLICATOR'S SIGNATURE _____		DATE _____
	Restricted Material(s) Possession Permit No. _____ No restricted Material may be possessed except in accordance with any attached condition(s). This is not a permit to apply.		CONDITION(S) ATTACHED <input type="checkbox"/> YES <input type="checkbox"/> NO
	AGRICULTURAL COMMISSIONER'S SIGNATURE _____		DATE _____
IMPRINTING COUNTY'S OFFICIAL SEAL _____			

Distribution: Yellow - Pest Control Business White Cardstock - CAC

DEPARTMENT OF PESTICIDE REGULATION
LICENSING/CERTIFICATION PROGRAMQUALIFIED APPLICATOR CERTIFICATE
NO SALE/USE RESTRICT MATERIALS

DATE OF ISSUE

VALID THROUGH

04/15/2010

12/31/2011

QAC

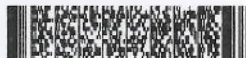
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ANTONIO PEREZ PACHECO

1027 W MORRISON

SANTA MARIA CA 93458

**OTHER INFORMATION AS NEEDED**

Licensee Information:

Emergency Contact Phone No.:

Employer:

Street Address

City

Zip Code

Telephone

Valid Medical Certificate?
(for pilots only)☐

Yes

☐

No